P-card eForm

The p-card eForm and related documentation is available on the University’s Imaging website
(e.g., how to submit a p-card form, how does a cardholder, supervisor, or delegate approve a PCRD request)

Search for a Topic of Interest Below

- What is my default organizational ("org") code on the p-card eForm?
- What default fund should I use on the p-card eForm?

Recommended FAQs

- What default fund code should I use on the purchasing card (p-card) eform?
- What is my default organizational ("org") on the purchasing card eform?
- What name should be listed in the "Form Approver" field on my new purchasing card eform?
- What name should be listed in the "Org XXXXX Approver" field on my new or edit purchasing card eforms?
- What name should be listed in the "Reconciler" field on my new purchasing card eform?
- What name should be listed in the "Transaction Approver" field on my new purchasing card eform?
- Which "Spend Control Profile" should I select on the new purchasing card eform?